



VITA: Finance Council

Finance Council – Third Meeting **Wednesday, October 27, 2004, 2:00 p.m.**

Finance Members Present:

From VITA: Austin Matthews, Karen Robinson, Barb Rudolph, Pat McCloy, and Susan Woolley

Agency Reps: Joe Kapelewski, Bill Landsidle, John Lawson, Helen Tarantino, Marie Williams

Savings:

Austin Matthews, VITA CFO, discussed IT savings methodology. The agreement between the ITIB and the Secretary of Finance is to offset the administrative fiscal year 2005 fees with savings generated from consolidation. Agencies will keep savings that offset the administrative fee, and any additional savings will be moved to the technology infrastructure fund as mandated by the Code of Virginia and certified by the Auditor of Public Accounts (APA). Discussion followed about the effort to develop a certification process with the APA, and regarding VITA initiatives and related savings expectations. Generally Council members emphasized the need for a broader picture of VITA's initiatives with less emphasis on the dollar savings.

Billing:

An agency asked how VITA wants the numbers (salary, benefits, administrative fee) for employees transferred to VITA for which VITA will bill. The answer was that VITA will pull payroll information from CIPPS.

An agency asked how it will know that employees received only the 3% raise after transition. The answer was that the direct bill provides details of employee's salaries and other personnel costs and the agency may compare information from before and after the transition.

Purchasing:

Susan Woolley discussed Supply Chain Management procedures, including information about assets transferred to VITA and about the purchase of new items. Agencies should use eVA for purchasing transactions. Software licenses are transferring to VITA with the exception of agency specific applications, and VITA personnel will have a VITA charge card for urgent small dollar purchases. VITA pays for computer hardware, software, telecommunications, enterprise software, consulting services and staff augmentation, and agencies pay for supplies, stand alone copiers, and agency specific applications. Additional

information can be found under Supply Chain Management on the VITA homepage, www.vita.virginia.gov

VITA will be moving to shared services with a normal rate structure, like telecommunications and computer services. Most agencies have complied with moving their IT contracts to VITA contracts, and a process is being implemented to send out notices of upcoming expiring contracts and to manage contracts.

October 2004 JLARC Rate Submission:

Austin reviewed VITA's rate submission:

- The COVANET rate was corrected to recover current expenses.
- There was a rate increase for router services.
- Several changes for the IBM mainframe resulted in an overall rate reduction.
- New services amounted to about a hundred thousand dollars across the Commonwealth.
- On-line licensing is still being reviewed.

JLARC established a rates subcommittee, which will review and recommend approval to the full Commission.

Website:

The Finance Council's agendas and minutes are posted to VITA's website, www.vita.virginia.gov.

- ✓ Go to Council and Committees
- ✓ Click on documents, reports and presentations
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